



REGISTRATION



FIG. 19 : IT'S ABOUT TO GET REAL.

REGISTRATION FOR FALL CLASSES

CHAPTER 4

Keep your mouse finger loose.

SECTION 1

Undergraduate registration is always conducted in two rounds to ensure fairness. All students can register for courses that are their top priority in Round I and complete the remainder of their registration during Round II. Although this summer will be the only registration period during which professional advisers will complete your Round II of registration, all future registration periods will follow the two round model.

Round I: July 14-18

At your assigned time on July 14, you can begin your registration in the Wake Forest Information Network (WIN) for fall classes. The University Registrar will notify you in June when your registration start time has been posted. Once notified, you will be able to see your registration start time in WIN under Virtual Campus > Check Your Holds and Registration Status. Registration will be accessible to you beginning at your start time and until 5 p.m. on July 18. Please note that all times listed are Eastern Daylight Time. You are allowed to register for up to and including eight credit hours. Your eight credit hours should include the classes that you most desire to be included in your fall schedule.

Round II: July 21-August 1

After July 18, your access to registration will be closed until the first class day of the fall semester. The remainder of your fall schedule will be crafted by the professional advising staff in the Office of Academic Advising using information you provide on your Course Preference Survey (CPS). The Office of Academic Advising must receive your CPS no later than July 16.

OFFICE OF THE UNIVERSITY REGISTRAR | Phone: (336) 758-5207 | Fax: (336) 758-6056 | Email: registrar@wfu.edu

MAILING ADDRESS | P.O. Box 7207, Winston-Salem, NC 27109

LOCATION | Reynolda Hall 110

registrar.wfu.edu



WIN

The Wake Information Network (WIN) is your one-stop source for accessing Wake online services and resources. Most of your academic services are under VirtualCampus in WIN. Included in these services are tracking how each of your credits are applied to your degree, viewing your mid-term and final grades, viewing the Schedule of Classes each term, registering for classes and viewing your class schedule.

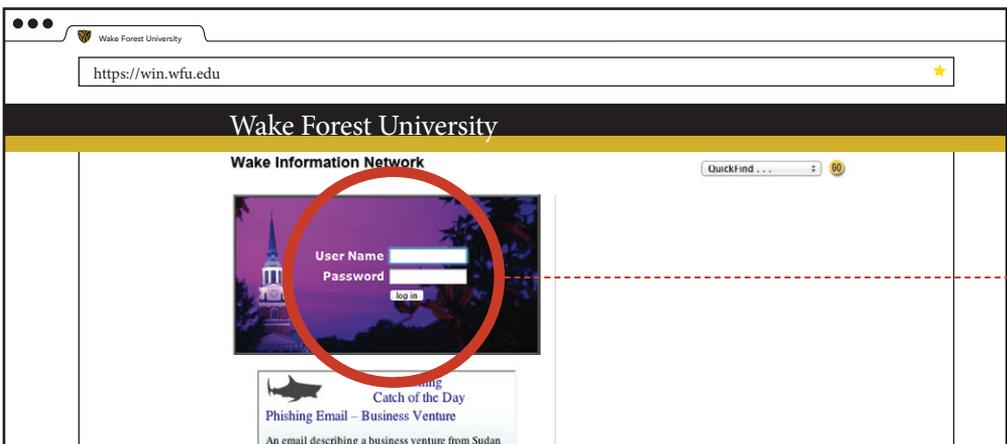
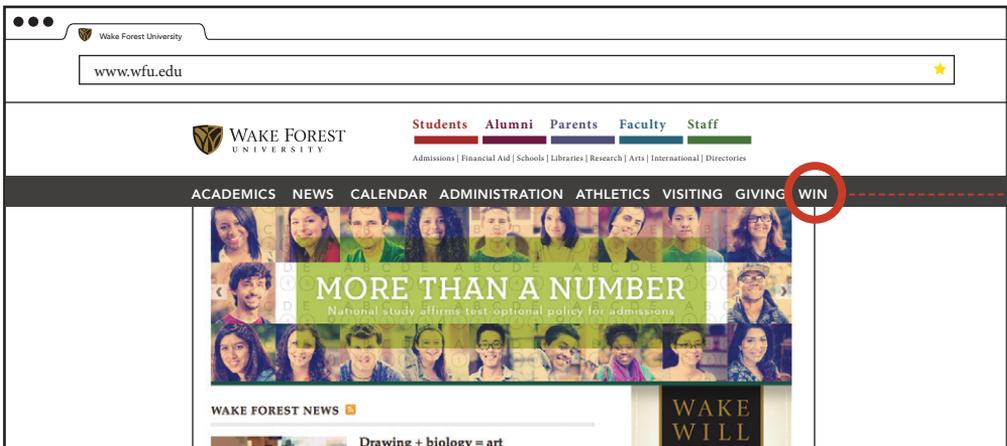
STEP 1

HOW TO ACCESS WAKE FOREST INFORMATION NETWORK (WIN)

You can access WIN from the Wake Forest University homepage: wfu.edu

You can also access WIN directly at win.wfu.edu

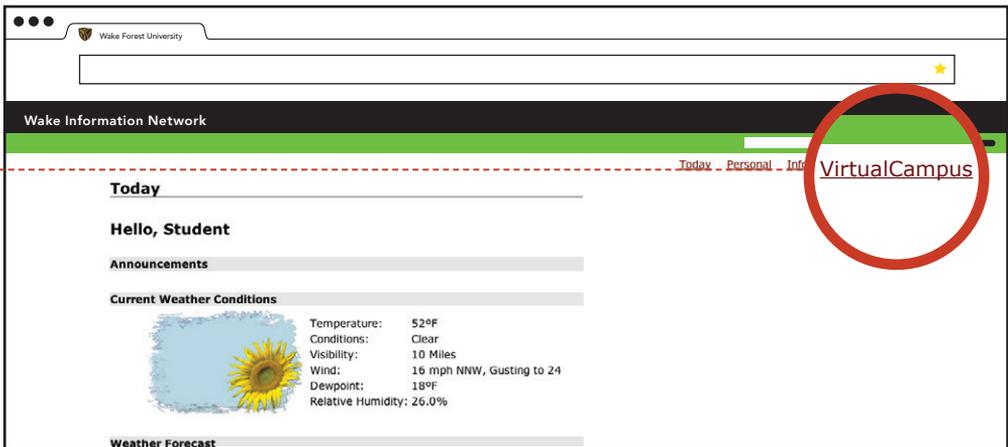
Enter your Wake Forest username and password to log in.



STEP 2

HOW TO ACCESS THE REGISTRATION SYSTEM

You can access *Virtual Campus* using the link on the top right-hand corner on your WIN home screen.

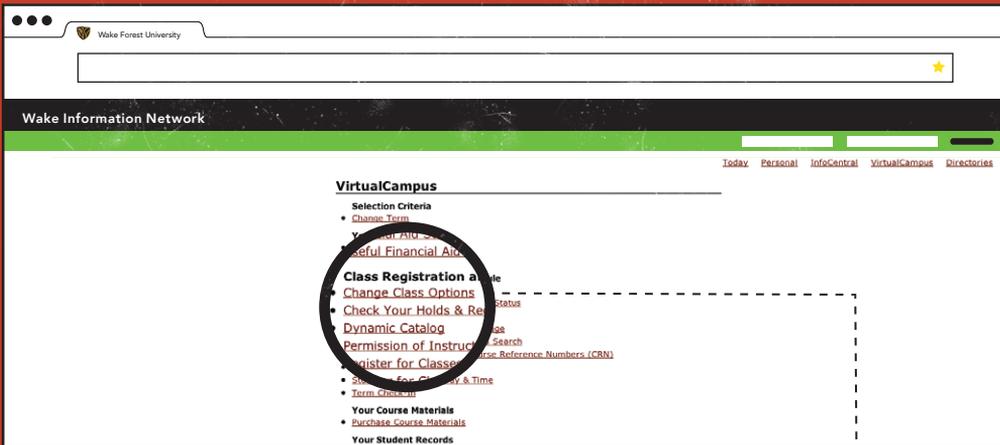


**HAVING TROUBLE ACCESSING WIN OR
OTHER TECHNICAL PROBLEMS?**

Please contact **INFORMATION SYSTEMS (IS) AT (336) 758-4357**

STEP 3

IN VIRTUAL CAMPUS, YOU WILL FIND A SECTION TITLED
“CLASS REGISTRATION AND SCHEDULE”



HOW TO FIND YOUR REGISTRATION DATE AND TIME

To find the assigned date and time that your Round I registration starts, select “Check Your Holds & Registration Status.”

MY REGISTRATION DATE & TIME:

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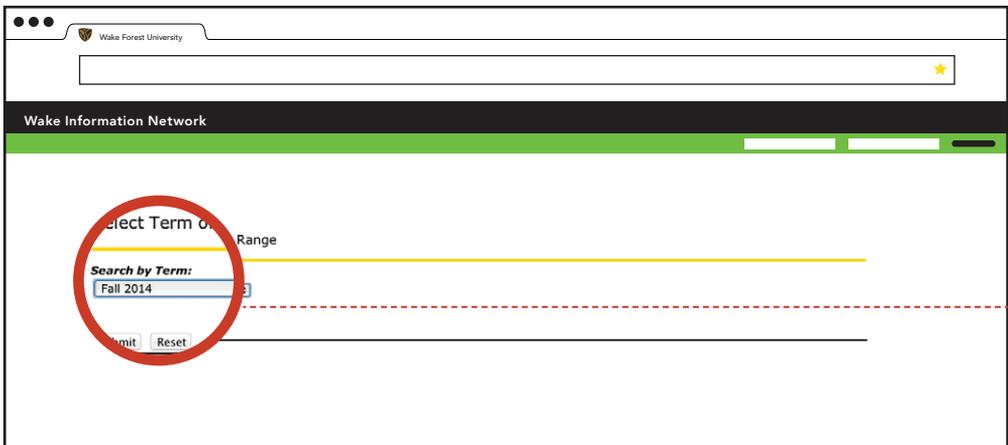
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STEP 4

HOW TO SEARCH FOR CLASSES

Under Class Registration and Schedule, select the link “Register for Classes Using Class Search.”

Please select the appropriate term (Fall 2014) to search for classes offered by Using the drop-down menu under “Search by Term.”



The screenshot shows a web browser window with the Wake Forest University logo in the top left. Below the browser address bar, the page title "Wake Information Network" is displayed in a green header. The main content area features a search form. A red circle highlights the "Search by Term:" dropdown menu, which currently displays "Fall 2014". To the right of this dropdown is a "Range" label and a yellow horizontal line. Below the dropdown are "Submit" and "Reset" buttons. A dashed red line extends from the text above to the right side of the search form area.

REMEMBER, YOU CAN REGISTER BEGINNING AT YOUR
ASSIGNED TIME AND YOU WILL BE PERMITTED TO MAKE CHANGES
UNTIL THE END OF ROUND 1 (JULY 18 AT 5 P.M. EDT).

SELECT AN ACADEMIC DEPARTMENT TO VIEW COURSE OFFERINGS.

THERE ARE TWO WAYS TO SEARCH FOR COURSES:

1. Selecting a department and clicking *Course Search* will produce a list of all courses offered in that department. Select the specific course to see all of the sections offered.
2. Selecting *Advanced Search* from this screen will allow you to search for courses using a variety of parameters/filters. Using Advanced Search is recommended.

Wake Forest University

Wake Information Network

Look-Up Classes to Add:

You must select at least ONE Subject

Subject: Academic Competition Prep
Accountancy
African Studies
American Ethnic Studies
Anthropology
Arabic
Art
Bible Studies
Biochemistry
Bioethics

Course Search Advanced Search

HERE ARE WHAT THE OPTIONS LOOK LIKE UNDER ADVANCED SEARCH

The screenshot shows the 'Wake Information Network' search interface. At the top, there is a search bar with a star icon on the right. Below the search bar, the 'Wake Information Network' logo is visible. The main search area contains several dropdown menus and input fields:

- Subject:** A dropdown menu with options: Documentary Film Program, Entrepreneurship & Soc. Enterprise, E. Asian Languages and Culture, Economics (highlighted), Education, English, Entrepreneurship, Environmental Program, Finance, and First Year Seminar.
- Course Number:** An input field.
- Title:** An input field.
- Credit Range:** Two input fields with 'hours to' between them.
- Course Level:** A dropdown menu with options: Law, Schools of Business, and Undergraduate (highlighted).
- Part of Term:** A dropdown menu with options: Full Term - Law School, Full Term - Undergraduate (highlighted), and MBA Charlotte Saturday.
- Instructor:** A dropdown menu with options: All, Chen, Frederick W., Collins, Bobbie L., and others.
- Attribute Type:** A dropdown menu with options: All and others.

Under *Advanced Search*, you will be able to select department, course number (if you know what specific course you are looking for), term, instructor, etc.

For example, selecting the department under *Subject*, “Undergraduate” under *Course Level*, and Full Term under *Part of Term* and clicking *Section Search* at the bottom of the page will produce a full listing of *full-semester courses* offered by that academic department.

You can also search for half-semester courses under *Advanced Search* by selecting either “First Part of Term” or “Second Part of Term.” Common examples of half-semester courses include: HES 100, HES 101, LIB 100, etc.

HERE ARE THE RESULTS OF SEARCHING FOR FULL-SEMESTER, UNDERGRADUATE COURSES IN THE ECONOMICS DEPARTMENT

Wake Forest University

Wake Information Network

Look-Up Classes to Add:

To Register, check the box in front of the CRN (C identifies a closed class) and click Register or Add to Worksheet.

Column Headings Legend:

Cap	Capacity	WL	Wait List
Act	Actual Seats taken	Cmp	Campus Code
Rem	Open Seats Remaining	Attr	Course Fulfills

Overflow: If remaining seats is 0 for a non-general category, and overflow is Y, then general seating is open regardless of student category.

Sections Found

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL	WL	WL	Instructor	Date (MM/DD)	Location	Attribute
<input type="checkbox"/>	80887	ECN	150	A	RC	3.000	Introduction to Economics	MWF	09:00 am-09:50 am	35	0	35	5	0	5	Joseph S. Connors (P)	08/26/12/13	CARS 019	Div ECN and Div IV - ECN and ESE MI Elect and JOU MI Elect
							Seating Availability Category			Overflow	Cap	Act	Rem	WL	WL	WL			
							General Seating	N		20	0	20	5	0	5				
							Entry Term Fall 2013	Y		5	0	5	0	0	0				
							Entry Term Fall 2014	Y		10	0	10	0	0	0				
<input type="checkbox"/>	82366	ECN	150	B	RC	3.000	Introduction to Economics	MWF	10:00 am-10:50 am	35	0	35	5	0	5	Robert M. Whaples (P)	08/26/12/13	CARS 019	Div ECN and Div IV - ECN and ESE MI Elect and JOU MI Elect
							Seating Availability Category			Overflow	Cap	Act	Rem	WL	WL	WL			
							General Seating	N		25	0	25	5	0	5				
							Entry Term Fall 2014	N		10	0	10	0	0	0				
<input type="checkbox"/>	80060	ECN	150	C	RC	3.000	Introduction to Economics	MWF	11:00 am-11:50 am	35	0	35	5	0	5	Joseph S. Connors (P)	08/26/12/13	GRNE 308	Div ECN and Div IV - ECN and ESE MI Elect and JOU MI Elect
<input type="checkbox"/>	82158	ECN	150	D	RC	3.000	Introduction to Economics	MWF	11:00 am-11:50 am	35	0	35	5	0	5	Robert M. Whaples (P)	08/26/12/13	CARS 019	Div ECN and Div IV - ECN and ESE MI Elect and JOU MI Elect
<input type="checkbox"/>	82367	ECN	150	E	RC	3.000	Introduction to Economics	MWF	12:00 pm-12:50 pm	35	0	35	5	0	5	Todd A. McFall (P)	08/26/12/13	CARS 102	Div ECN and Div IV - ECN and ESE MI Elect and JOU MI Elect
<input type="checkbox"/>	82370	ECN	150	F	RC	3.000	Introduction to Economics	MWF	12:00 pm-12:50 pm	35	0	35	5	0	5	Joseph S. Connors (P)	08/26/12/13	CARS 019	Div ECN and Div IV - ECN and ESE MI Elect and JOU MI Elect

SEATING AVAILABILITY CATEGORY

General Seating: seats are open to those who do not fall in any reserved seating category

Entry Term Fall 2013: seats reserved for those who entered WFU in Fall 2013

Entry Term Fall 2014: seats reserved specifically for your class (entering Fall 2014)

** Once the seats available for your specific class are full, even if there are seats open in general seating, you will not be able to register for the class.*

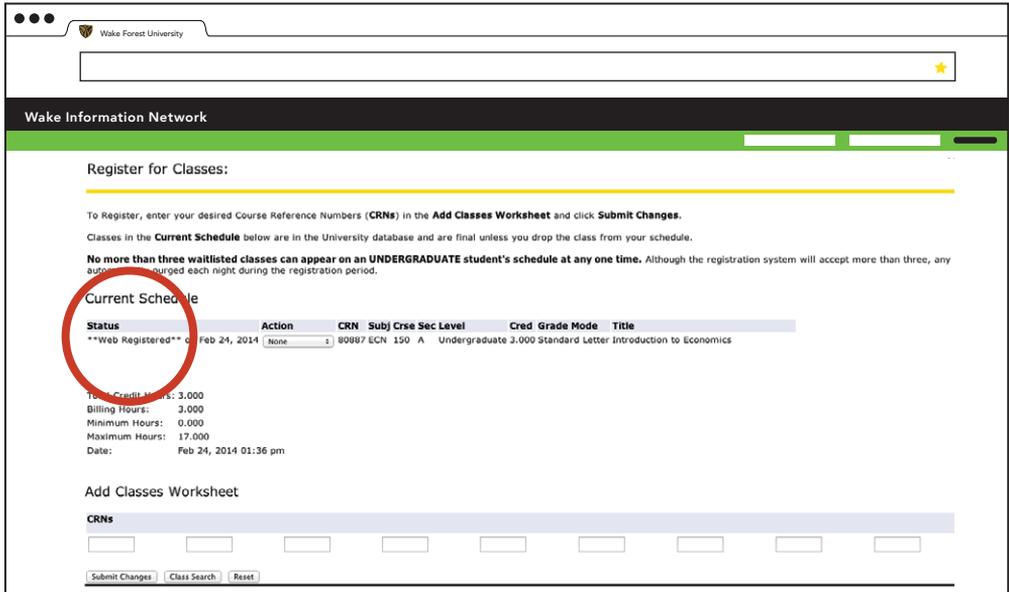
** Please note that you will not be able to wait-list any classes during this registration period for Fall 2014 courses. It is important that all incoming students are in classes for the fall.*

WHAT DO ALL OF THESE ABBREVIATIONS MEAN?

(understanding each column, left to right)

Open Box	Class is potentially open for you to register
“C”	Class is closed
CRN	Course Reference Number. Each class has its own unique number
Subj	Academic department
CRSE	Course number
Sec	Courses, like ECN 150, have multiple sections
Cred	Credit hours
Title	Name of course
Days	Days the class meets. Ex: TR (Tues, Thurs)
Time	Time the class meets
Cap	Total capacity of the class
Act	Number of seats already taken
Rem	Number of seats remaining
WL Cap	Total capacity of the waitlist for the class
WL Act	Total number of seats taken on the waitlist
WL Rem	Total number of seats remaining on the waitlist
Instructor	Name of instructor
Date	Beginning and ending dates of the class
Location	Building and room number
Attribute	List course attributes. This column will list if the course fulfills certain requirements or if it counts towards certain programs.

IF YOU WERE ABLE TO REGISTER SUCCESSFULLY FOR THE CLASS, YOU WILL SEE THE FOLLOWING SCREEN



Under Current Schedule, it will say “Web Registered,” and the details of the course you registered for will follow to the right. Make sure to confirm that the class for which you are registered is the one that you intended.

WHAT THE \$&%\$#@!?

Why are some courses already full? Our continuing students registered for fall courses during the spring semester. If a course you want is full, there might be openings during the drop/add period, and if not, most classes will be offered again in future semesters.

HOW TO MAKE CHANGES

If you happened to register for a class by mistake, you change your mind, or you find something else you would like to add instead, you can drop the class from this screen as well.

Wake Forest University

Wake Information Network

Register for Classes:

To Register, enter your desired Course Reference Numbers (CRNs) in the **Add Classes Worksheet** and click **Submit Changes**.

Classes in the **Current Schedule** below are in the University database and are final unless you drop the class from your schedule.

No more than three waitlisted classes can appear on an UNDERGRADUATE student's schedule at any one time. Although the registration system will accept more than three, any above three will be automatically purged each night during the registration period.

Current Schedule

Status	Action	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
Web Registered on Feb 24, 2014	Drop Via WEB	80887	ECN	150	A	Undergraduate	3.000	Standard	Letter	Introduction to Economics

Total Credit Hours: 3.000
Billing Hours: 3.000
Minimum Hours: 0.000
Maximum Hours: 17.000

- 1) Go to the drop-down menu in the Action column on the line of the class you would like to drop.
- 2) Select "Drop Via WEB."
- 3) Make sure to scroll to the bottom of the page and click **Submit Changes**.

CLASSES I MIGHT BE INTERESTED IN TAKING IN THE FUTURE:

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COMMON REGISTRATION ERRORS

As you attempt to register for classes, you might receive messages that are called Registration Add Errors. Registration Add Errors will appear at the bottom of the screen.

Wake Forest University

Wake Information Network

Register for Classes:

To Register, enter your desired Course Reference Numbers (CRNs) in the **Add Classes Worksheet** and click **Submit Changes**.

Classes in the **Current Schedule** below are in the University database and are final unless you drop the class from your schedule.

No more than three waitlisted classes can appear on an UNDERGRADUATE student's schedule at any one time. Although the registration system will accept more than three, any above three will be automatically purged each night during the registration period.

Registration Add Errors

Status	CRN	Subj	Crse	Sec	Level	Cred	Grade	Mode	Title
	81207	BIO	113L	required	81207	BIO	113	A	Undergraduate 4.000 Standard Letter Evolutionary and Ecological Biology

Add Classes Worksheet

CRNs

Submit Changes Class Search Reset

The example above shows a registration error.

Many of our science courses require the lecture and the lab to be taken in the same semester (corequisite). To avoid this common registration error when registering for science courses, make sure to select the check boxes next to the desired lecture section and desired lab section before clicking **Register** (Note: the sections for lectures and labs do not need to match). See below.

Wake Forest University

Wake Information Network

Sections Found

Biology

Select	CRN	Subj	Crse	Sec	Cmp	Cred	Title	Days	Time	Cap	Act	Rem	WL	Cap	Act	WL	Rem	Instructor
<input checked="" type="checkbox"/>	81207	BIO	113	A	RC	4.000	Evolutionary and Ecological Biology	TR	09:30 am-10:45 am	54	0	54	0	0	0	0	0	David John Anderson (P), Miles Ross Silman
<input type="checkbox"/>	81207	BIO	113	B	RC	4.000	Evolutionary and Ecological Biology	TR	12:30 pm-01:45 pm	54	0	54	0	0	0	0	0	David John Anderson (P), Miles Ross Silman
<input type="checkbox"/>	81211	BIO	113L	A	RC	0.000	Evolutionary and Ecological Biology Lab	M	02:00 pm-04:45 pm	18	0	18	0	0	0	0	0	David John Anderson (P), Miles Ross Silman
<input checked="" type="checkbox"/>	81212	BIO	113L	B	RC	0.000	Evolutionary and Ecological Biology Lab	T	02:00 pm-04:45 pm	18	0	18	0	0	0	0	0	David John Anderson (P), Miles Ross Silman
<input type="checkbox"/>	81212	BIO	113L	C	RC	0.000	Evolutionary and Ecological Biology Lab	W	08:00 am-10:50 am	18	0	18	0	0	0	0	0	David John Anderson (P), Miles Ross Silman
<input type="checkbox"/>	81213	BIO	113L	D	RC	0.000	Evolutionary and Ecological Biology Lab	W	12:30 pm-03:15 pm	18	0	18	0	0	0	0	0	David John Anderson (P), Miles Ross Silman
<input type="checkbox"/>	88985	BIO	113L	E	RC	0.000	Evolutionary and Ecological Biology Lab	R	02:00 pm-04:45 pm	18	0	18	0	0	0	0	0	David John Anderson (P), Miles Ross Silman
<input type="checkbox"/>	81215	BIO	113L	F	RC	0.000	Evolutionary and Ecological Biology Lab	F	02:00 pm-04:45 pm	18	0	18	0	0	0	0	0	David John Anderson (P), Miles Ross Silman

Register Add to Worksheet New Search

[Student Schedule by Day & Time | Student Detail Schedule]

**HERE ARE SOME OTHER
COMMON REGISTRATION
ADD ERRORS.**

	Definition	What Do I Do?
Class Restriction	Course or section is restricted to students in a particular classification (e.g., first-year, sophomore, junior).	Your classification level must be the same as the course at the time you take it. Restrictions are listed following the course description in the Undergraduate Bulletin.
Corequisite	Course has corequisite; you must be registered for both courses simultaneously.	Corequisites are listed in the course description in the Undergraduate Bulletin (as indicated with a "C"). Select both corequisites simultaneously and register for them at the same time.
Missing Prerequisite and/or Test Score	Prerequisite or placement test score is missing or insufficient to register for the course.	Prerequisites are listed in the course description in the Undergraduate Bulletin (as indicated with a "P"). Make sure all AP/IB and prior college credits have been received by WFU and are visible on your Academic Transcript.
Time Conflict	Course conflicts with another registered class.	Find another class that meets at a different time.
Duplicate Course	Course is the same as another registered course.	Register for another course.
Maximum Hours Exceeded	Maximum hours for that registration round will be exceeded with addition of the class.	Make adjustments to schedule. Cannot exceed the limit established for the registration round.
Instructor Signature	Permission of instructor is required to register for class.	Seek permission of instructor. Contact department for more information.
Closed Section	Section is at maximum capacity.	Register for another course.

STEP 6

CONFIRM REGISTRATION

Finally, confirm that you are registered for the classes that you intended.

For a list of your registered classes:

- 1) Select Virtual Campus.
- 2) Look under Class Registration and Schedule.
- 3) Select Student Detail Schedule (see below).

The screenshot shows the 'Student Detail Schedule' page in the Wake Information Network. It displays the following information:

- Student Detail Schedule:**
- Total Credit Hours:** 7.000
- Evolutionary and Ecological Biology - BIO 113 - A**
 - Associated Term:** Fall 2014
 - CRN:** 81207
 - Status:** **Web Registered** on Feb 24, 2014
 - Assigned Instructor:** David J. Anderson (P), Miles R. Silman
 - Grade Mode:** Standard Letter
 - Credits:** 4.000
 - Level:** Undergraduate
 - Campus:** Reynolda Campus (UG)
- Scheduled Meeting Times**

Type	Time	Days	Where	Date Range	Schedule Type	Instructors
Class	9:30 am - 10:45 am	TR	Winston Hall 125	Aug 26, 2014 - Dec 13, 2014	Lecture	David John Anderson (P), Miles Ross Silman
- Evolutionary and Ecological Biology Lab - BIO 113L - A**
 - Associated Term:** Fall 2014
 - CRN:** 81210
 - Status:** **Web Registered** on Feb 24, 2014
 - Assigned Instructor:** David J. Anderson (P), Miles R. Silman
 - Grade Mode:** No Credit

WHAT'S NEXT?

August 18

Your completed fall schedule will be available for you to view in WIN.

August 26

The drop/add period begins on the first day of class. You will be able to make changes to your schedule after you have met with your Lower Division Adviser.



COMMONLY ASKED REGISTRATION QUESTIONS

CHAPTER 4

With refreshingly simple answers.

SECTION 2

WHEN DO I REGISTER FOR CLASSES?

Round I of registration will take place July 14-18. You will register for up to and including eight credit hours starting at your designated registration time on July 14. Registration will remain accessible to you until 5 p.m. EDT on July 18.

The professional advising staff will use your responses to the Course Preference Survey (CPS) to craft the remainder of your fall schedule during Round II of registration.

Your future registration for Spring 2015 courses occurs in October/November 2014. Registration for Summer and Fall 2015 courses occurs in March/April 2015.

HOW ARE MY REGISTRATION DATES AND TIMES DETERMINED?

The assignment of registration dates is based on classification year. Normally, seniors register the first day of the registration period, juniors the second day, sophomores the third day and first-year students the fourth day. The assignment of registration time is random within each classification year.

WHAT DO I DO IF I AM TRAVELING OR HAVE A CONFLICT WHEN MY REGISTRATION PERIOD STARTS?

Your registration can be accomplished using any device with internet access. Your access to registration begins at the assigned time and ends July 18 at 5 p.m. EDT, so you can register for classes at any time that is most convenient for you after your registration time. If you will be unavailable the entire week of Round I registration, please contact the Office of Academic Advising prior to July 14.

WHY IS REGISTRATION CONDUCTED IN TWO ROUNDS?

Undergraduate registration is always conducted in two rounds to ensure fairness. All students are able to register for the two or three courses most important to them during Round I, before anyone completes their entire schedule. During Round II of registration, all students are able to complete the remainder of their course schedule.

Although this summer will be the only registration period during which professional advisers will complete your Round II of registration, all future registration periods will follow the two round model.

DO I NEED A PIN TO REGISTER?

No, you will not need a personal identification number (PIN) to access registration this summer. You will need to obtain a PIN from your adviser for all future rounds of registration.

HOW DO I BEGIN TO DECIDE WHAT COURSES TO REGISTER FOR DURING ROUND I?

There are many resources available to help you think about course selection (see page 71). What you decide to prioritize for Round I registration will depend largely on your academic interests. The CPS will help you reflect upon those interests and will also guide you through making decisions about courses to fulfill basic, divisional or pre-professional requirements.

A typical first semester schedule should include a writing intensive course, as determined by your DSP (unless you received AP/IB credit for WRI 111, in which case you may wait to take a FYS in the spring). Some students choose to begin working on their foreign language requirement along with other divisional requirements, while others choose to delve right into areas of academic interest or electives. Rest assured, there is no right or wrong answer!

HOW MANY CREDIT HOURS SHOULD I HAVE EACH SEMESTER?

Your credit hours each semester will be somewhere between 12 and 17 hours; 12 hours is the minimum required to be considered a full-time student. Exceeding 17 hours requires special permission; 15 hours is the average course load per semester.

We typically recommend having 12-15 hours for your first semester at Wake Forest. A strong first semester is always better than an overly ambitious plan.

WHAT SHOULD I REGISTER FOR IF I AM INTERESTED IN MEDICINE, DENTISTRY, VETERINARY MEDICINE OR AN ALLIED HEALTH FIELD, SUCH AS PHYSICIAN'S ASSISTANT, NURSING, PHARMACY, ETC.?

Consult the Pre-Health Professions and Pre-Allied Health Program website:

college.wfu.edu/prehealth

WHAT SHOULD I REGISTER FOR IF I AM INTERESTED IN PRE-BUSINESS?

ECN 150 or MTH 111 should be taken in the first semester, and ideally, both should be completed in the first year (unless you have AP/IB credit for these courses). See page 76.

WHAT SHOULD I REGISTER FOR IF I AM INTERESTED IN LAW SCHOOL OR GRADUATE SCHOOL?

There are no specific requirements. You are encouraged to take courses that challenge you to think critically and creatively, and prepare you to read, write and communicate well. For more information, see college.wfu.edu/prelaw or career.opcd.wfu.edu/explore-graduate-school

CAN I WAITLIST A CLASS?

No, not for your first fall semester. It is important that you are registered in classes instead of being waitlisted for classes where seats may never become available. In future registration periods, waitlisting will be available to you.

WHAT IS THE RELEVANCE OF THE DIRECTED SELF-PLACEMENT FOR MY FIRST WRITING COURSE?

The Directed Self-Placement helps you to be better informed when making decisions about which writing course you should enroll in first.

WHY AM I GETTING A PREREQUISITE ERROR WHEN I TRY TO REGISTER FOR A FOREIGN LANGUAGE COURSE?

The results of your Foreign Language Placement test will determine your placement for your first foreign language course. You must register for the course level indicated on your placement test or determined by your AP/IB score. If you are receiving AP/IB credit for a foreign language and still see this error, the Office of the University Registrar has not received your official AP/IB score. Please see pages 73-74 for more information on AP/IB score submission.

I KNOW I WILL BE RECEIVING AP/IB OR PRIOR COLLEGE CREDIT BUT THIS CREDIT IS NOT YET IN THE WFU SYSTEM. THEREFORE, I AM HAVING DIFFICULTY REGISTERING FOR A HIGHER LEVEL CLASS. WHAT SHOULD I DO?

Please contact the Office of the University Registrar at registrar@wfu.edu or (336) 758-5207.

WHAT DO I DO IF CLASSES THAT I NEED OR WANT ARE CLOSED?

We understand that it can be frustrating not to get your first choice classes, but please do not get discouraged. It is not uncommon for first-year students to find that some classes are already full. Some closed classes might open up during the add/drop period, and if not, most classes will be offered again in the future. You have many classes to take, and thus many options, as a new student!

HOW IS THE REMAINDER OF MY FALL SCHEDULE CRAFTED FOR ME DURING ROUND II?

Using your CPS and their knowledge of WFU academic requirements, the professional advising staff in the Office of Academic Advising will register you for courses that align with your academic goals, aspirations and needs. They will also take into account course availability and time conflicts.

IS IT POSSIBLE I MIGHT BE REGISTERED FOR A COURSE THAT I DID NOT LIST ON MY CPS?

We try hard to prioritize the courses you list on your CPS. However, there are several reasons why you might find yourself with a course you did not list: 1) You listed a class that is not offered during the fall semester. Remember that the Undergraduate Bulletin lists all classes offered at WFU, so you need to check Fall 2014 course offerings in WIN to see which courses are being offered; 2) You stated an interest in pre-health or pre-business but did not list a course that is highly advised for that pre-professional track; 3) Sometimes there are irreconcilable time conflicts between classes, or classes might already be full.

In the event that we are unable to honor your stated preferences, we will register you for another course that meets a basic or divisional requirement (often within the same division as a course you requested) and that provides balance to the rest of your schedule. Remember, there is great value in exploring broadly within the liberal arts.

ARE MY FIRST EIGHT HOURS THAT I REGISTER FOR SET IN STONE?

No. Although the professional advising staff will work hard to honor your selections from Round I, in some cases, your first eight hours of registration might need to be adjusted. Our advisers work hard to make sure that you have a balanced schedule that fits your needs. In most cases, if we have to make a change in a Round I class during Round II, or if we feel a Round I choice was ill-advised, we will contact you.

WHEN WILL I KNOW MY SCHEDULE?

Your fall course schedule will be available for you to view in WIN on August 18. You can view your schedule by going to Virtual Campus > Class Registration > Schedule/Student Detail Schedule.

MAY I MAKE ADJUSTMENTS TO MY SCHEDULE?

You will be permitted to make adjustments to your schedule starting the first day of classes, after meeting with your Lower Division Adviser.

HOW DO I ADD A CLASS?

You can add classes between August 26 and September 9 for the Fall 2014 semester. The Office of the University Registrar will provide you with detailed instructions for adding classes.

HOW DO I DROP A CLASS?

You are allowed to drop classes in WIN, provided you stay above 12 hours of registration, between August 26 and September 9. After September 9, you may request permission to drop from your instructor and Lower Division Adviser. The last day to drop without grade penalty is September 30.

HOW/WHERE CAN I BUY TEXTBOOKS?

You will have the opportunity to purchase textbooks at the textbook store, located beneath the Bookstore in Taylor House, once you arrive on campus. With your schedule in hand after August 18, you can also shop online at wfustores.com, or through Virtual Campus > Your Course Materials > Purchase Course Materials.